

BBV Golf Committee

Minutes June 9, 2016

Attendance:

- a) **Present:** Bill Begue, Herb Beitel, Bill Duncan (Secretary), Don Gardner (Chairperson), Rob Goodman, Al Hawks, Ken Hoffer (BBV Manager), Don Hubert (Board Member), Ernie Hutchins (Board Liaison), Al Koch (Golf Shop Manager)
- b) **Absent:** Joan Tape, Steve Brand
- c) **Visiting:** none

1. **Call to Order:** 2:00 pm

2. **Approval of the Agenda:**

- a) It was:
 - i) **Moved** by Al Hawks
 - ii) **Seconded** by Herb Beitel
 - iii) **Carried** to approve the agenda as written.

3. **Approval of Minutes:** May 14, 2016

- a) It was:
 - i) **Moved** by Bill Duncan
 - ii) **Seconded** by Al Hawks
 - iii) **Carried** to adopt the minutes of May 14, 2016 as written.
- b) The final minutes need to be sent to BBV staff for posting to replace the Draft previously posted.

4. **Greens Keeper Report:** Steve Brand

Steve was not present at the meeting.

5. **Golf Shop Manager's Report:** Al Koch

- a) Al stated that the May numbers appeared to have an anomaly regarding the number of 9-hole rounds played this year is more than last year but the fees collected were less. Don Gardner asked that Al send a new table to Don Gardner (Chairperson) and Bill Duncan (Secretary) once he is able to reconcile the issue. The numbers provided for the meeting are as follows:

Item	May 2016	May 2015	May 2014	May 2013	May 2012
Member 9 Hole Rds	547	773	749	684	481
Member 18 Hole Rds	387	445	430	335	94
Guest 9 Hole Rds	140	124	121	101	93
Guest 18 Hole Rds	126	164	64	106	28
Total 18 Equivalent Rds	856.5	1057.5	929	834	409
9 Hole Fees Collected	\$1767	\$2144	\$1731	\$1632	\$1197
18 Hole Fees Collected	\$2322	\$2692	\$1234	\$1485	\$500
Total Fees Collected	\$4089	\$4836	\$2965	\$3117	\$1697
Punch Cards Fees Total	\$0	\$0	\$290	\$120	
Member 9 Hole Rds YTD	1097	1090	4416	4276	5140
Member 18 Hole Rds YTD	935	689	2885	2284	2515
Guest 9 Hole Rds YTD	315	174	1237	1260	1409
Guest 18 Hole Rds YTD	163	218	595	529	698
Punch Cards YTD	19	9	39	34	
Golf Memberships YTD	167	170	222	209	
Sponsored Memberships YTD	14	N/A	N/A	15	

- b) Rob Goodman asked AI if we could see these numbers a few days prior to the meeting so we may review before hand. AI indicated that is his goal but that time has been tight recently so was not able to do so.
- c) The trend is that member play is still down due to there being less members and that some are returning back to Birch Bay later than usual. However guest play appears to be up. This could be due to the improvements made to the course and the Pro Shop area recently.
- d) There was a record number of players (107) for the Whatcom Seniors tournament and everyone appeared to enjoy the course. If Grandview is dropped from Whatcom Seniors, Birch Bay may be able to pick up another tournament which is great the everyone.
- e) Regarding the project to improve the area around the Pro Shop, only one vendor has asked for further clarifications while the other two have not responded. We do not have a

bid yet for the Phase 1 work. Al has found a couple more vendors and will see if we can get a couple more bids. Rob Goodman pressured that we have bids before the next meeting on July 14th, perhaps July 10th for bid responses. Don Gardner requested that we have a start date no later than October 1st and many felt that was probably too late. Don also asked about a Statement of Work and Ken Hoffer indicated that one has been created. This can be provided to Al and the vendors interested in bidding on the work. Additionally, we need to ensure that conduit(s) be placed under the new concrete to support installation of power and water for the new cleaning station. Don and Ken will meet with Al and Steve to ensure this is addressed.

- f) Al provided an update regarding Joe Holdridge. He is currently in a hospice and not fairing very well.
- g) A few tournaments have been held recently and the bugs are being worked out of the new processes for running them based on the golf club's new processes for managing and tracking them.
- h) The Pro Shop has a new web site that is available to the public (<http://www.bbvproshop.com/>) that was put together by Al's brother Ken. This contains a lot of good information, including the results of the weekly club play.

6. BBV Manager's Report: Ken Hoffer

- a) Annual meeting was June 3, 2016 with some changes to the board.
- b) Don Hubert is the new Golf Liaison from the Board.
- c) Ken reiterated that October 1st is probably a little late for the start of Phase 1 of the course improvement project. We should target a September 1st start date. Village workers and volunteers could be utilized if necessary to reduce the cost of the project depending on the bids.

7. BBV Board Member Report: Don Hubert

Nothing to add.

8. Board Liaison Report: Ernie Hutchins

- a) We had a couple of issues to address at the board meeting:
 - i) The status and progress on Phase 1 of the improvement project - we are still awaiting bids.
 - ii) The new golf course sign had some issues regarding size and placement and some thought we had not followed the appropriate procedures. All issues were addressed and resolved.
 - iii) We need to ensure we follow correct procedures for the course improvement project phases.
- b) This year we have made many changes to the way the Golf Club is being managed and tracked - new application forms and handling of fees, new procedures for managing the

tournaments and payouts. We would like to thank the Pro Shop (Al and Stu) for their assistance and cooperation as we work through all of these new processes.

- c) The Invitational tournament went very well:
 - i) more member/guest teams than member/member teams which is very positive for potentially recruiting new members
 - ii) a great turn out overall with fees totaling more than the guaranteed payout of \$300
- d) A number of new members this year, exceeding prior years.
- e) Don Gardner, on behalf of the golf committee, expressed thanks to the many volunteers for the two "work days" held so far this year. About 20 people were there to help out and the course looks great! We also want to thank the few ladies that are working on the gardens in the roundabouts around the course.
- f) Ken Hoffer also expressed the appreciation we have for Ernie Hutchins and everything he is doing to benefit the golf club and its membership.

9. Financial Business:

- a) Golf Fee Structure:
 - i) At the last club meeting a question was raised regarding the difference between singles and couples fees, generally feeling that the cost for a single is too much.
 - ii) There has been much discussion and we are in general agreement that there is nothing broken.
 - iii) Rob Goodman, who has been involved with the golf committee and the fee structure for the last four years, feels that the committee has done a great job at comparing the fees of other courses in the area and determining a single play rate for the village course. Similarly for the single member annual pass rate. But he feels that the couples annual pass rate was just "picked out of the air" without any serious consideration and that we should have a standard way to determine the couples rate based on the singles rate - perhaps 50%.
 - iv) Much discussion was held regarding the single annual fee being too high and that we might be losing people because of it. Don Hubert indicated that two members have complained that the single rate is too high (they were previously a couple but have lost their spouse) but they still paid the fee. We don't see any compelling reason to reduce the annual fees, especially given the expense of the major project we currently have under way. If people don't want to pay this single annual fee, they could go the punch card approach (20 rounds for \$340).
 - v) It was suggested that we provide a 25% discount for members who are new (i.e. have not been members previously). This would result in \$300 for a single in their first year with corresponding reduction to the couples rate. This could help to grow the golf course membership as new people move into the community starting next year.

- vi) Much discussion was held regarding the couples annual fee. In 2002, a couple rate was 50% of the single rate but the couple rate has varied over the years from 60% to 67% of the single rate and is currently only 63%. We think that 50% is a fair discount and we should work towards that over the next few years, adding something like \$10 per year until we reach 50% of the single rate.
 - vii) Don Gardner did some further analysis of fees at golf courses in the area and provided the study to the committee members. It is felt that the Single Annual Pass rate of \$400 is fair and we recommend to the board that it not be increased this year. It was:
 - i. **Moved** by Rob Goodman
 - ii. **Seconded** by Herb Beitel
 - iii. **Carried** to recommend to the board that the single annual pass rate of \$400 not be increased this year and that we target the couple annual pass rate to 150% of the single rate, raising the couple rate by \$10/year beginning in 2017 until we attain that ratio. Additionally, we recommend to offer a 25% discount for new member (i.e. who have not been members for the last 5 years).
 - iv) The sponsored membership allotment of 30 individuals is currently only about one-half utilized and we should do what we can to reach out to the outside community to fill the remaining positions and approximately \$7500 in revenue. We briefly discussed the sponsored member rate and it was:
 - ii. **Moved** by Rob Goodman
 - iii. **Seconded** by Don Gardner
 - iv. **Carried** to recommend to the board that the sponsored member annual rate is 125% of the single annual rate and the spouse receives a 20% discount.
- b) 5 year Plan - Rob Goodman
- i. The 5 year plan and covering letter for the board was distributed to the committee for review prior to the meeting.
 - ii. The new improvement project is taking precedence over other improvement items we have listed in the plan. The Phase 2 budget for this project was estimated by the architect at \$22,500 and includes the new chipping green and bunker practice area. We should request that \$30,000 be included in the 2017 budget for Phase 2 and that any budget remaining from Phase 1 or Phase 2 be held in capital reserve for subsequent phases.
 - iii. The adjustment to the fees as discussed above are also part of the recommendations presented to the board and Rob will alter the material provided to the board accordingly.
 - iv. Rob will update the 5 year plan and cover letter and distribute to the committee so we can review and finalize it in our July meeting which is prior to the next Board meeting.

10. Other

11. Date and time of next meeting

The next meeting was scheduled to be held on Thursday, July 14, 2016 at 2:00 pm in the Pro shop.

12. Meeting Adjourned: 3:25 pm

- a. Moved** by Al Hawks
- b. Seconded** by Bill Duncan
- c. Carried**

Minutes Approved: _____ Date: _____

Don Gardner, Chairperson